



Business Advisory Council (BAC)
Summary Meeting Notes for February 15, 2017

Summary Notes

770 3rd Street, West Sacramento, CA

Members Present:

Association	Primary	Alternate
ACEC	Arvin Chaudhary	
AICC	Adam Holt	
AAAE	Eddy Lau	Ming-Chen Yu
AAa/e	Linden Nishinaga	
AGC		
CBCC		
CMAA		
COMTO		Jesus Vargas
DVBA	Laura Uden	
GFACC		
KMCA		Marvin Dean
LBA		
LRRT	Paul Guerrero	
NAACP	Betty Williams	
NAMC	Pete Varma	
NCA	Diana LaCome	
SFAACC	Fred Jordan	Dr. Caesar Churchwell
SAME		
USPAACC		
WCOE	Lee Cunningham	Ruth Bley
WTS		Shari Tavafrashti

Council Chair: Lisa Marie Alley

Absent Seat(s): John Cooper (AGC), Aubry Stone (CBCC), Darrel Saucedo (CHCC), Esther Shaw (CMAA), Debbie Hunsaker (GFACC), Leonard Ortiz (LBA), Nathan Rockwood (SAME), Clyde Wong (USPACC)

California High-Speed Rail Authority (Authority) Team Present: Jeff Morales – Chief Executive Officer, Lisa Marie Alley – Chief of Communications, Alice Rodriguez –Small Business Advocate, Jose Camarena – Contract Compliance Administrator, Darin Kishiyama –Supervising Transportation Engineer, Karen Massie – Information Officer, Alex McCracken – Small Business and Title VI Programs Manager, Meilani Sabadlab – Small Business Technical Associate

Guests: John James (DFJV), Tanya Little (DGS), Scott Rogalski (SBDC), Robert Brackons (SFAACC), Walter Allen (Acumen)

I. Welcome and Introductions (Council Chair)

- Council Chair called the meeting to order at 1:35 PM and welcomed everyone for attending.

II. Approval of December 8, 2016 Business Advisory Council Meeting Minutes (Council Chair)

- Council Chair asked if there were any questions or concerns regarding the December 8, 2016 meeting minutes.
- Member Guerrero noted that the draft minutes should include revisions mentioning that future BAC Construction Tours should be ADA compliant for the entire tour, not only transportation accommodations.
- Member Guerrero motioned that the minutes from the December 8, 2016 Council Meeting be adopted with the above revisions.
- Member Varma seconded the motion.
- The minutes were approved by majority vote.

III. Conversation with High-Speed Rail Chief Executive Officer

- The BAC members held an open dialogue with CEO, Jeff Morales.
- Mr. Morales and Council Chair thanked those that provided letters of support of the project.
- Mr. Morales continued by thanking all BAC Members for their participation and expressed the importance of their role as representatives of the small and diverse business community. He mentioned that the Council provides value and great insight to Authority and that their involvement is appreciated.
- Mr. Morales provided a general program overview, and stated that construction in the Central Valley continues to progress and that 11 percent of the new jobs in the Fresno area are traced back to the High-Speed Rail Project.
- Member Nishinaga addressed his thoughts on the Authority adopting a BAC Travel Reimbursement Policy. Mr. Morales acknowledged his concern and noted that the Authority will explore the possibility of reimbursement.
- Council Chair mentioned that next week (week of February 19) is Engineers' Week. Member Tavafrashti stated that engineers should be given opportunities that allow them to partner with local small businesses to develop internship programs that offer young engineers a hands-on learning experience.
- Member Dean and Member Cunningham requested that when the Authority coordinate future outreach events, (specifically mentioning the upcoming Small Business Certification Workshops in Bakersfield and San Jose) in the neighboring cities of BAC Members, to partner and coordinate with those respective associations.
- Member Cunningham requested the BAC name tents be replaced to display the association each representative represents, and not display the representatives' name. Ms. Cunningham stressed that knowing affiliate associations of the BAC is more important when developing working relationships.
- Member Dean thanked Mr. Morales for attending the Full Council and requested that Mr. Morales and/or Board Chair, Dan Richard, attend more meetings. Council Chair mentioned that depending

on their schedules, we could manage to have Mr. Morales and/or Mr. Richard attend one (1) BAC meeting per year.

- Member Nishinaga seconded Member Dean's remarks and requested the presence of Ms. Ofelia Alcantara, Principal Transportation Engineer, during the Professional Services Committee and Full Council. Council Chair noted that the Authority would work with Chief Engineer, Scott Jarvis, to determine the best Authority representative.
- Member Lau requested other Design-Build Firms, such as Jacobs, attend the Full Council meetings to provide updates on the design of the High-Speed Rail. Council Chair mentioned that the Authority cannot require they attend the BAC meetings.
- Member Lau continued by requesting reporting metrics on Jacobs, specifically how much of their contract has been exhausted. Mr. Camarena stated he did not have this information readily available, but would most certainly look into it for the next meeting.
- Member Uden and Nishinaga expressed their concern regarding the 30/10/3 split for professional services and construction.
- Member Holt expressed his desire to have the Authority make firm decisions on important key concerns and provide definitive responses to BAC requests, including but not limited to the following:
 - 30/10/3 Split
 - Prompt Payment
 - Third Party
 - Overhead Rates
 - Unbundling of Contracts
- Mr. Morales and Council Chair agreed with Member Holt and his concerns and replied that the Authority will work to provide more conclusive responses in a timelier manner.
- Member LaCome mentioned that the Authority should consider a possible memorandum of understanding between third parties such as, PGE and ATT. Ms. Rodriguez shared that she has been in contact with PGE's State Infrastructure liaison for the High-Speed Rail and will provide further updates as those meetings progress.
- Member LaCome also stated that PGE should provide a presentation to the Full Council. Ms. Rodriguez replied, that she will continue to collaborate with PGE's representative to help bridge the gap between High-Speed Rail small businesses, in addition to having PGE give a presentation.

IV. Project Updates

Small Business Update (Alice Rodriguez):

- Ms. Rodriguez shared that the Small Business Team was recognized for 3 categories during the 2017 State Agency Recognition Awards (SARA), hosted by the Department of General Services:
 1. *Acknowledgement of Departments for Notable Achievements –*

The Team was recognized for meeting and/or exceeding the State's Small Business and Disabled Veterans Business Enterprise participation goal.
 2. *Most Notable Improvement for Disabled Veteran Business Enterprise (DVBE) Contracting –*

The Small Business Team increased their DVBE participation goal to 10 percent for fiscal year 2015-2016, a 7 percent increase since fiscal year 2014-2015.

3. *Diversity Award (presented by former Senator Richard Polanco) –*

The effort of the Small Business Team was recognized for increasing awareness and promoting outreach to economically disadvantaged businesses (inclusive of women's and disabled veterans groups); encouraging SB/DVBE certification and public contracting; and collaborating with local government agencies.

- Ms. Rodriguez expressed the official launch of the Authority's vendor registry, ConnectHSR, www.ConnectHSR.com.
- She noted that the Small Business Newsletter was recently published in January 2017 and that members could find the publication online by visiting www.hsr.ca.gov.
- Ms. Rodriguez advertised that the Small Business Team will be hosting two (2) Certification Workshops in the following cities:
 1. Bakersfield, CA on Tuesday, February 28 at the Kern County Builders Exchange
 2. San Jose, CA on Friday, March 10 at the Mexican Heritage Plaza (in partnership with Senator Beall's Office and the City of San Jose)
- She mentioned that the Small Business team is expanding and that they are looking to fill two (2) new positions:
 1. Title VI and Small Business Technical Associate
 2. Associate Governmental Program Analyst (AGPA)

BAC Members Questions and Concerns:

- Member Dean and Cunningham reiterated their concerns regarding coordinating with the BAC associations when hosting small business events in the communities of fellow memberships.
- Member Dean and Cunningham expressed that BAC association logos should be included on the small business event flyers.

Construction Package 2-3 (John James):

- DFJV currently has 14 small businesses currently working, already utilized or committed their project section, including 8 DBEs and 3 DVBEs.
- Upcoming Procurements include the following:
 - First six miles of the CP 2-3 alignment
 - Demolition of Structures for segment 2 and 3
 - Commence BNSF and HSR embankment construction
 - Redesign of overpasses to Caltrans-style bridge with sloped/angled abutments
 - Tulare County road construction
- The current schedule of trade and/or skill specific procurements through proposals and/or bids include the following:
 - Adams Avenue overcrossing in Fresno County
 - Trucks for hauling water, lumber and infrastructure material
 - Local streets and roads restoration
 - Underground utility relocation
 - Irrigation District facilities relocation
 - Earth Moving

- Fuel and Petroleum suppliers
 - Fencing contractors
 - Well abandonment and cap contractors
 - Electrical contractors
- Upcoming Events Include:
 - Wednesday, February 22 – LA Metro Meet the Primes (Los Angeles)
- Work currently underway with the CP 2-3 project includes:
 - Environmental re-exam work
 - Demolition of a variety of 17 planned parcels
 - Clearing and grubbing
 - Embankment Testing
- Challenges DFJV are facing include:
 - Small businesses are having issues getting pre-qualified for PG&E's pre-qualified list
 - Small businesses are facing difficulty with bonding insurance: this challenge is inhibiting SBE participation and causing delays in the project due to having to restructure and rebid work.
 - Getting SBEs/DBEs bidders in Fresno

BAC Member Questions and Concerns:

- There were no questions or concerns.
- **Committee Meeting Updates**

Professional Services Committee (Committee Chair, Fred Jordan):

- Requests that Chief Auditor, Paula Rivera, present at an upcoming Full Council to address overhead rates.
- Requests the Authority implement the 30/10/3 split between professional services and construction.
- Requested a breakdown of the small businesses currently on the project (women, ethnicity, etc.)
 - Ms. Rodriguez mentioned this metric was included in the BAC member packets and includes all small business currently committed to the project, actively working on the project, or already utilized.
- Requests a presentation by PGE officials.
- Requests that prompt payments be posted to the Authority website.

Construction Committee (Committee Chair, Dianna LaCome):

- Ms. LaCome mentioned that the Construction Committee did not have a quorum, however she shared the key points of the meeting:
 - Consider to ask DGS and/or the Authority to provide the Committee with a conference line for committee meetings.
 - Would like to implement RSVP email confirmations to track attendance for upcoming committee meeting.
 - Suggest if Construction Committee Members miss two (2) consecutive committee meetings, that they be dropped as a voting committee member.
 - The Committee could not approve Draft minutes from October 20, 2016 because the Committee did not have a quorum.

- The Committee could not vote on the elected Chair and Vice-Chair for 2017, due to no quorum.
 - Member Dean suggested Diana LaCome serve as Chair and Paul Guerrero serve as Vice-Chair for an additional year.
 - The Committee can officially vote during the next quorum.
 - Requests that the Authority provide copies of all documentation provided to the Federal Railroad Administration which lead to the closeout of Title VI DOT Complaint 2011-0065.
 - Requests additional information concerning the Supportive Services Procurement – specifically, what happened to the funding allocated for this procurement?
 - Requests a per diem/mileage reimbursement for all BAC Members.
 - Requests to coordinate with the Authority when hosting small business outreach events in neighboring cities of BAC memberships.
 - Requests to know the following concerning AB 32 (Cap and Trade):
 - What is the allocation that the High-Speed Rail received?
 - How is the High-Speed Rail utilizing this money and can part of this money be used for BAC travel reimbursement?
 - Requests to be a standing agenda item at future Board of Director meetings.
- **Upcoming Meeting Dates**
 - The next meeting is scheduled for Wednesday, April 19, 2017 from 1:00 – 3:00 PM in West Sacramento; Committee Meetings will be held from 10:00 -12:00 PM.
 - **Member and Public Comment and Adjournment**
 - Tanya Little, DGS – Business Development Program Manager, gave an informational presentation and invited BAC members to participate in the 2017 Vendor Showcase on February 22, 2017 at the DGS headquarters.
 - Member LaCome mentioned the organized event on March 15 – Mail Postcards to President Trump to express opposition.
 - Member LaCome motioned to adjourn the meeting; Member Uden seconded.
 - The meeting was adjourned by Alice Rodriguez at 3: 15 PM.